

# Special Research Grants Program – Pest Management Alternatives

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***FY 2008 Request for Applications***

**APPLICATION DEADLINE: February 1, 2008**



**U.S. Department of Agriculture**



**Cooperative State Research, Education, and Extension Service**

**COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE;  
U.S. DEPARTMENT OF AGRICULTURE**

**SPECIAL RESEARCH GRANTS PROGRAM – PEST MANAGEMENT  
ALTERNATIVES**

**INITIAL ANNOUNCEMENT**

**CATALOG OF FEDERAL DOMESTIC ASSISTANCE:** This program is listed in the Catalog of Federal Domestic Assistance under 10.200, Grants for Agricultural Research, Special Research Grants.

**DATES:** Applications must be received by close of business (COB) on **February 1, 2008 (5:00 p.m. Eastern Time)**. Applications received after this deadline will normally not be considered for funding. Comments regarding this request for applications (RFA) are requested within six months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

**STAKEHOLDER INPUT:** The Cooperative State Research, Education, and Extension Service (CSREES) is requesting comments regarding this RFA from any interested party. These comments will be considered in the development of the next RFA for the program, if applicable, and will be used to meet the requirements of section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7613(c)(2)). This section requires the Secretary to solicit and consider input on a current RFA from persons who conduct or use agricultural research, education and extension for use in formulating future RFAs for competitive programs. Written stakeholder comments on this RFA should be submitted in accordance with the deadline set forth in the DATES portion of this Notice.

Written stakeholder comments should be submitted by mail to: Policy, Oversight, and Funds Management Staff; Office of Extramural Programs; Cooperative State Research, Education, and Extension Service; USDA; STOP 2299; 1400 Independence Avenue, SW; Washington, DC 20250-2299; or via e-mail to: [RFP-OEP@csrees.usda.gov](mailto:RFP-OEP@csrees.usda.gov). (This e-mail address is intended only for receiving comments regarding this RFA and not requesting information or forms.) In your comments, please state that you are responding to the Special Research Grants Program – Pest Management Alternatives RFA.

**EXECUTIVE SUMMARY:** CSREES requests applications for the Special Research Grants Program - Pest Management Alternatives (PMAP) for fiscal year (FY) 2008 to address needs in integrated pest management (IPM) for food, feed, fiber, forest, livestock, and ornamental commodities resulting from the implementation of the Food Quality Protection Act of 1996 (FQPA) (Pub. L. 104-170) and related regulatory actions. The anticipated amount available for support of this program in FY 2008 for the four regions (North Central, Northeastern, Southern, and Western) of the United States is approximately \$1.4 million.

This notice identifies the objectives for PMAP projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for a PMAP

grant. CSREES additionally requests stakeholder input from any interested party for use in the development of the next RFA for this program.

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## **PART I—FUNDING OPPORTUNITY DESCRIPTION**

### **A. Legislative Authority and Background**

The Special Research Grants Program - Pest Management Alternatives (PMAP) is administered by the Cooperative State Research, Education, and Extension Service (CSREES) of the U.S. Department of Agriculture (USDA). The authority for this program is contained in subsection (c)(1)(A) of Section 2 of the Competitive, Special, and Facilities Research Grant Act, (Pub. L. No. 89-106), as amended (7 U.S.C. 450i(c)(1)(A)). Under this authority, subject to the availability of funds, the Secretary may make grants, for periods not to exceed three years, for the purpose of conducting research to facilitate or expand promising breakthroughs in areas of the food and agricultural sciences of importance to the United States.

### **B. Purpose and Priorities**

The purpose of PMAP is to provide support for and encourage the development and implementation of integrated pest management (IPM) practices, tactics and systems for specific pest problems while reducing human and environmental risks. The successful management of pest problems in commercial production is facing severe challenges due to regulatory changes, emergence of new pest problems, and the development of pest resistance to present management technologies. The greatest impact on current management technologies is in the production of specialty crops; however, other crops, including grain, forage and fiber as well as animal health are also being impacted by these changes.

#### **1. Objectives for PMAP**

- (a) Develop or adapt IPM tactics and technologies to address specific pest problems in both pre- and post-harvest systems (e.g., modify existing tactics and practices or create different pest management approaches or tactics, and demonstrate their effectiveness);
- (b) Adapt, evaluate and demonstrate the effectiveness of modified or alternative IPM tactics and technologies, including products of genetic engineering, biological organisms, biological pesticides, new chemical pesticides, and cultural practices; and
- (c) Describe proposed field demonstration tactics and how anticipated results can be economically and effectively integrated into production systems for individual crops.

#### **2. Critical Elements in an Application**

Applicants must fulfill **all** four of the following:

- (a) Demonstrate potential for near-term implementation of project results, findings, and outcomes and include an economic analysis that demonstrates feasibility of implementation;
- (b) Evaluate and demonstrate potential for commercialization (including product registration, if necessary) of technologies developed as a result of the project;

(c) Demonstrate that the application is responding to pest management needs and priorities identified by stakeholders either through the Pest Management Strategic Plans, Crop Profiles, Interregional Research Project #4 (IR-4) priorities (<http://ir4.rutgers.edu/>), or similar identifiable documents developed by groups involving stakeholders. Crop Profiles and Pest Management Strategic Plans can be accessed at <http://www.ipmcenters.org/products.cfm>; and

(d) Address a priority within your region, as detailed below.

### **3. Regional Priorities**

Priorities have been established with stakeholder input for all four regions of the United States. Applicants from each region should address their region's priorities within the context of the PMAP goals and objectives. Multi-regional projects have no priority but are accepted.

#### **North Central Priorities**

[States include: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin.]

(a) Respond to pest management needs and priorities identified by stakeholder input to the North Central Region IPM Center via Pest Management Strategic Plans

(<http://www.ncipmc.org/pmsp/index.cfm>) and Crop Profiles

(<http://www.ncipmc.org/profiles/index.cfm>);

(b) Provide research and outreach programs for alternative management technologies for (1) insect pests in tree fruits, including codling moth and Oriental fruit moth; and (2) insect pests in vegetables such as corn earworms in sweet corn, tomato fruitworms and stink bugs in tomatoes, squash bugs, cucumber beetles, and aphids (as virus vectors) in cucurbits;

(c) Provide research and outreach programs for alternative management technologies for key disease, insect, vertebrate and weed pests of agricultural, nursery and greenhouse production systems. In addition to applications addressing pesticide loss due to FQPA, those addressing production systems in which pesticides have been lost due to resistance are encouraged. This includes herbicides and insecticides used in the production of fruit, vegetable, greenhouse, and field crops;

(d) Assess, develop, and disseminate new pest monitoring tools that can be incorporated into an overall IPM system; and

(e) Develop new and innovative IPM strategies and tactics that can be implemented by growers, farmers, crop consultants or agribusiness personnel to reduce pesticide inputs, while maintaining crop production and quality standards.

(f) Assess and estimate the economic impact of the removal of the insecticide Guthion from commercial availability, the prime insecticide for carrot weevil on parsley expected to be removed in calendar year 2012.

### **Northeastern Priorities**

[States/territories include: Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, District of Columbia, and West Virginia.]

- (a) Address one of the priorities listed below or a pest management need identified by stakeholders to the Northeastern IPM Center, as listed on the website [http://northeastipm.org/regu\\_regional.cfm](http://northeastipm.org/regu_regional.cfm). Provide a citation for the priority;
- (b) Develop or improve IPM options for weed management, including herbicide resistance, in agricultural settings;
- (c) Conduct research and outreach on alternative cultural and biological pest control strategies (e.g., biocontrol, genetic resistance, habitat manipulation) in organic and/or conventional horticultural production systems (e.g., fruit, greenhouse, nursery, ornamental, and vegetable crops);
- (d) Assess, develop, and distribute new or improved methods for pest monitoring systems; and
- (e) Develop IPM tactics for critical or emerging agricultural/forestry pests of regional or national magnitude. Examples of issues that could fit into this project type are plum pox virus, soybean rust, West Nile virus, emerald ash borer, forest tent caterpillar, winter moth, or perhaps a newly discovered invasive species that could have a significant impact on the economics of the Northeast.

### **Southern Priorities**

[States/territories include: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virginia, and the U.S. Virgin Islands.]

- (a) Respond to pest management needs and priorities identified in Pest Management Strategic Plans from the Southern Region, found online at <http://www.sripmc.org/pmsp/index.cfm>;
- (b) Respond to issues related to pest resistance, particularly those related to Genetically Modified Organisms (GMO) technologies (e.g., glyphosate-resistant weeds, resistance of target insects to Bt);
- (c) Respond to new and emerging problems due to pest invasions (e.g., imported fire ant, soybean rust) and changes in production systems (e.g., heteropteran pests on cotton);
- (d) Improve or develop IPM systems, technologies and techniques that reduce risk relative to existing systems in Southern Region crops (e.g., organophosphate use in peaches); and

(e) Improve or develop systems, technologies and techniques that address management of plant pest viruses and associated vectors.

### **Western Priorities**

[States/territories include: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming and the following Pacific Islands (Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Federated States of Micronesia, and the Republic of Palau).]

(a) Respond to pest management needs and priorities identified in Pest Management Strategic Plans from the Western Region, found online at

<http://pestdata.ncsu.edu/pmsp/pmindex.cfm?USDARegion=Western>;

(b) Resistance prevention and management, including, but not limited to cultural practices and cultivar selection;

(c) Reducing pesticide use through improved cultural practices including, but not limited to irrigation and/or nutrient management while maintaining economic viability;

(d) Alternative tactics (application technology, cultural, chemical) for pest management where current control measures are no longer available or are limited in their usage due to regulatory constraints. These tactics should be less hazardous to humans and the environment than existing organophosphates, carbamates and other FQPA-impacted pesticides;

(e) Develop economic data and outreach on the costs and risks of implementation of IPM/Best Management Practices (BMP) to growers; and

(f) Educate growers, crop consultants, and field workers on the beneficial effects of integrated pest management (e.g., conserving natural enemy populations as a means of reducing pesticide inputs).

### **C. Program Area Description**

PMAP supports the development and implementation of pest management alternatives when regulatory action, voluntary action by the registrant, or other circumstances results in the unavailability of certain pesticides or pesticide uses. PMAP grants support the development of new pest management tools and techniques to address critical pest problems identified by pest managers and other stakeholders. Projects are two years in duration with a 3 year statutory limitation. Recently, this program initiated a process to identify and address priorities on a regional basis as identified by stakeholders.



PMAP encourages projects that develop content suitable for delivery through eXtension ([http://about.extension.org/mediawiki/files/5/51/EXECUTIVE\\_SUMMARY -  
\\_March\\_14%2C\\_2006\\_-\\_YEAR\\_2.pdf](http://about.extension.org/mediawiki/files/5/51/EXECUTIVE_SUMMARY_-_March_14%2C_2006_-_YEAR_2.pdf)). This content is for end users, as opposed to staff development, and must align with the eXtension Implementation Plan (available at <http://about.extension.org/wiki/Planning>). Funds may be used to contribute to existing Communities of Practice (COPs) ([http://about.extension.org/wiki/Glossary\\_of\\_eXtension\\_Terms  
#Community\\_of\\_Practice\\_.28CoP.29](http://about.extension.org/wiki/Glossary_of_eXtension_Terms#Community_of_Practice_.28CoP.29);) or form new COPs that focus on pest management education and outreach activities (for examples of developing COPs and guidance on forming COPs, see [http://cop.extension.org/wiki/Main\\_Page](http://cop.extension.org/wiki/Main_Page)).

## **PART II—AWARD INFORMATION**

### **A. Available Funding**

There is no commitment by USDA to fund any particular application or to make a specific number of awards. It is anticipated that approximately \$1.4 million will be available to fund applications in FY 2008. There is no upper limit or cap on funding for awards.

### **B. Types of Applications**

In FY 2008, applications may be submitted to the PMAP Program as one of the following two types of requests:

**(1) New application.** This is a project application that has not been previously submitted to the PMAP Program. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

**(2) Resubmitted application.** This is an application that had previously been submitted to the PMAP Program but not funded. Project Directors (PDs) must respond to the previous review panel summary. Resubmitted applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in appropriate area to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

### **C. Project Types**

Project periods may not exceed two (2) years. Recipients may be eligible for no-cost extensions after years one and two, but no carryover or extension is permitted for these projects beyond three years. Any unexpended funds are lost.

Priorities have been established on a regional basis. Applications from each region should address these regional priorities within the context of the PMAP goals and objectives (described in Part I, B.).

### **D. Scientific Peer Review**

Subsection (c)(5) of the Competitive, Special, and Facilities Research Grant Act, as amended (7 U.S.C. 450i(c)(5)) requires applicants to conduct scientific peer review of their proposed research activities in accordance with regulations promulgated by the Secretary prior to the Secretary making a grant award under this authority. Regulations implementing this requirement are set forth in 7 CFR part 3400.20. The regulations impose the following requirements:

(1) Scientific peer review. Prior to the submission of a standard or continuation grant, any proposed project shall have undergone a review arranged by the grantee. For research projects, such review must be a scientific peer review conducted in accordance with 7 CFR 3400.21.

(2) Credible and independent review. A review arranged by the grantee must provide for a credible and independent assessment of the proposed project. A credible review is one that

provides an appraisal of technical quality and relevance sufficient for an organizational representative to make an informed judgment as to whether the proposal is appropriate for submission for Federal support. To provide for an independent review, such review may include USDA employees, but should not be conducted solely by USDA employees.

(3) Notice of completion and retention of records. A notice of completion of the review shall be conveyed in writing to CSREES as part of the Other Attachments (Field 11. of the R&R Other Project Information Form)(See Part IV, B,1,c,(ii)). The written notice constitutes certification by the applicant that a review in compliance with these regulations has occurred. Applicants are not required to submit results of the review to CSREES; however, proper documentation of the review process and results should be retained by the applicant. **Please note: award funds cannot be released until the Scientific Peer Review Certification is received.**

## **PART III—ELIGIBILITY INFORMATION**

### **A. Eligible Applicants**

Applications may be submitted by State agricultural experiment stations, all colleges and universities, other research institutions and organizations, Federal agencies, private organizations or corporations, and individuals. While their collaboration is encouraged, scientists affiliated with non-United States organizations are not eligible to serve as PDs for PMAP funded projects. Award recipients may subcontract to organizations not eligible to apply provided such organizations are necessary for the conduct of the project. An applicant's failure to meet an eligibility criterion by the time of an application deadline will preclude CSREES from making an award.

### **B. Cost Sharing or Matching**

CSREES does not require matching support for this program and matching resources will not be factored into the review process as evaluation criteria nor will they affect relevance rankings.

## PART IV—APPLICATION AND SUBMISSION INFORMATION

### A. Electronic Application Package

Only electronic applications may be submitted via Grants.gov to CSREES in response to this RFA.

Prior to preparing an application, it is suggested that the PD/PI first contact an Authorized Representative (AR)(also referred to as Authorized Organizational Representative or AOR) to determine if the organization is prepared to submit electronic applications through Grant.gov. If the organization is not prepared, the AR should see [http://www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp) for steps for preparing to submit applications through Grants.gov.

The steps to access application materials are as follows:

1. Download and install PureEdge Viewer, a small, free program that provides access to the grant application. See [http://www.grants.gov/resources/download\\_software.jsp#pureedge](http://www.grants.gov/resources/download_software.jsp#pureedge).
2. The application package must be obtained via Grants.gov, go to <http://www.grants.gov>, click on “Apply for Grants” in the left-hand column, click on “**Step 1: Download a Grant Application Package and Instructions**,” enter the funding opportunity number “**USDA-CSREES-SRGP-001191**” in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package.

Contained within the application package is the “[CSREES Grants.gov Application Guide: A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#).” This Guide contains an introduction and general Grants.gov instructions, information about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms.

**If assistance is needed to access the application package** (e.g., downloading or navigating PureEdge forms, using PureEdge with a Macintosh computer), refer to resources available on the Grants.gov Web site first (<http://grants.gov/>). Grants.gov assistance is also available as follows:

- Grants.gov customer support  
Toll Free: 1-800-518-4726  
Business Hours: M-F 7:00 am – 9 pm Eastern Time  
Email: [support@grants.gov](mailto:support@grants.gov)

See <http://www.csrees.usda.gov/funding/electronic.html> for additional resources for applying electronically.

## **B. Content and Form of Application Submission**

Electronic applications should be prepared following Part V and VI of the document entitled “[A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#).” This guide is part of the corresponding application package (see Section A. of this Part). The following is **additional information** needed in order to prepare an application in response to this RFA. If there is discrepancy between the two documents, the information contained in this RFA is overriding.

**Note the attachment requirements (eg., portable document format) in Part III section 3. of the CSREES Grants.gov Application Guide available with the Application Package at Grants.gov. ANY PROPOSALS CONTAINING NON-PDF DOCUMENTS WILL BE AT RISK OF BEING EXCLUDED FROM CSREES REVIEW. Partial applications will be excluded from consideration. With documented prior approval, resubmitted applications will be accepted until close of business (COB) on the closing date in the RFA.**

**If you do not own PDF-generating software, Grants.gov provides online tools to assist applicants. Users will find a link to “Convert Documents to PDF” on <http://grants.gov/assets/PDFConversion.pdf>.**

### **1. SF 424 R&R Cover Sheet**

Information related to the questions on this form is dealt with in detail in Part V, 2. of the CSREES Grants.gov Application Guide.

### **2. R&R Other Project Information Form**

Information related to the questions on this form is dealt with in detail in Part V, 3. of the CSREES Grants.gov Application Guide.

a. Field 6. Project Summary/Abstract. The summary should also include the relevance of the project to the goals and objectives of PMAP as described in Part I (B)(1) of this announcement.

b. Field 7. Project Narrative.

PLEASE NOTE: The Project Narrative shall not exceed eighteen (18) pages of single or double-spaced written text including figures and tables. This maximum has been established to ensure fair and equitable competition. The Project Narrative must include all of the following:

(i) Problem statement: Identify the pest management problem addressed, its significance, and options for a solution. Identify the commodity(ies) and the pesticides that will be addressed by the proposed project. Identify the production area addressed, its size (for example, acreage), frequency and severity of losses, and the potential applicability of this study to other production regions. Included should be a section describing methods or approaches. As appropriate, proposals should address issues as they relate to current IPM and crop production practices, technologic and economic feasibility of potential new practices, and the potential durability of these new practices. Priorities have been established with stakeholder input for all four regions

of the United States (see Part I (B) (3)). Applicants from each region should address their region's priorities within the context of the PMAP goals and objectives.

(ii) Objectives: Provide clear, concise, complete, and logically arranged statements of the project's proposed objectives.

(iii) Research, education, and technology transfer plan: Where applicable, provide a credible, detailed plan for the research, education, and technology transfer.

c. Field 11. Other Attachments.

(i) Response to Previous Review (One page limit). This requirement only applies to "Resubmitted Applications". PDs must respond to the previous review panel summary on **no more than one page**. Title and save the attachment file as "Response to Previous Review".

(ii) Scientific Peer Review Certification Documentation. The application must contain a written notice to CSREES that a Scientific Peer Review has been completed (see Part II, D. item 3.) Title and save the attachment file as "Scientific Peer Review Certification Documentation".

(iii) Relevance Statement. A Relevance Statement must be included that describes the relevance of the project to your Region's priorities (see Part I, B.). Without exceeding three (3) pages in length, the Relevance Statement should (a) include Project Director(s) name and project title; (b) describe the problem, background and justification for the proposed project (this may be copied from the application); (c) describe how the proposed project addresses the region's priorities, as identified in this RFA; and (d) discuss how IPM management practices will be enhanced if the proposed project is successful. Title and save the file attachment as "Relevance Statement".

### **3. R&R Senior/Key Person Profile (Expanded)**

Information related to the questions on this form is dealt with in detail in Part V, 4. of the CSREES Grants.gov Application Guide.

**4. R&R Personal Data** – As noted in Part V, 5. of the CSREES Grants.gov Application Guide, the submission of this information is voluntary and is not a precondition of award. PLEASE DO NOT PROVIDE THE SOCIAL SECURITY NUMBER OF PROJECT DIRECTOR / PRINCIPAL INVESTIGATOR.

### **5. R&R Budget**

Information related to the questions on this form is dealt with in detail in Part V, 6. of the CSREES Grants.gov Application Guide.

**Project Director's Workshop: It is the intent of the Pest Management Alternatives Program to require successful applicants or designee to attend at least one Project Directors' Workshop during the term of their project.** This workshop will typically be held in Washington, DC in conjunction with other related grant programs or may be in conjunction with another conference. **For the purposes of budget development, applicants are required**

**to request funds for attendance to at least one such workshop. The request for these funds should be clearly indicated in the budget narrative section of the application.**

#### **6. Supplemental Information Form**

Information related to the questions on this form is dealt with in detail in Part VI, 1. of the CSREES Grants.gov Application Guide.

a. Field 2. Program Code. Enter the program code name “**Pest Management Alternatives**” and the program code “**MX**”.

b. Field 8. Conflict of Interest List.

#### **C. Submission Dates and Times**

**Instructions for submitting an application are included in Part IV, Section 1.9 of the CSREES Grants.gov Application Guide.**

Applications must be received by Grants.gov by COB on **February 1, 2008 (5:00 p.m. Eastern Time)**. Applications received after this deadline will normally not be considered for funding.

Correspondence regarding submitted applications will be sent using e-mail. Therefore, applicants are strongly encouraged to provide accurate e-mail addresses, where designated, on the SF-424 R&R Application for Federal Assistance.

If the AR has not received correspondence **from CSREES** regarding a submitted application within 30 days of submission of the application, please contact the Program Contact identified in Part VII of the applicable RFA and request the proposal number assigned to the application. **Failure to do so may result in the application not being considered for funding by the peer review panel. Once the application has been assigned a proposal number, this number should be cited on all future correspondence.**

#### **D. Funding Restrictions**

CSREES has determined that grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

The FY 2007 Revised Continuing Appropriations Resolution (Public Law 110-05) limited indirect costs to 20 percent of the total Federal funds provided under each award. CSREES anticipates that the FY 2008 Appropriations Act will include a similar limitation. Therefore, when preparing budgets, applicants should limit their requests for recovery of indirect costs to the lesser of their institution’s official negotiated indirect cost rate or the equivalent of 20 percent of total Federal funds awarded. Another method of calculating the maximum allowable is 25 percent of the total direct costs.



## **E. Other Submission Requirements**

The applicant should follow the submission requirements noted in the document entitled “A Guide for Preparation and Submission of CSREES Applications via Grants.gov.”

**Project Director’s Workshop:** It is the intent of the Pest Management Alternatives Program to require successful applicants to attend at least one Project Directors’ Workshop during the term of their project. This workshop will typically be held in Washington, DC in conjunction with other related grant programs or may be in conjunction with another conference. **For the purposes of budget development, applicants are required to request funds for attendance to at least one such workshop. The request for these funds should be clearly indicated in the budget narrative section of the application.**

## **PART V—APPLICATION REVIEW REQUIREMENTS**

### **A. General**

Each application will be evaluated in a three-part process. First, each application will be screened to ensure that it meets the administrative requirements as set forth in this RFA. Second, applications that meet these requirements will be reviewed by the regions for relevance. Third, applications will be technically evaluated by a national review panel.

Reviewers will be selected based upon training and experience in relevant scientific, extension, or education fields, taking into account the following factors: (a) The level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities; (b) the need to include as reviewers experts from various areas of specialization within relevant scientific, education, or extension fields; (c) the need to include as reviewers other experts (e.g., producers, range or forest managers/operators, and consumers) who can assess relevance of the applications to targeted audiences and to program needs; (d) the need to include as reviewers experts from a variety of organizational types (e.g., colleges, universities, industry, state and Federal agencies, private profit and non-profit organizations) and geographic locations; (e) the need to maintain a balanced composition of reviewers with regard to minority and female representation and an equitable age distribution; and (f) the need to include reviewers who can judge the effective usefulness to producers and the general public of each application.

### **B. Evaluation Criteria**

The relevance review and the technical/scientific review will be conducted by two different panels. The evaluation criteria below will be used in reviewing applications submitted in response to this RFA:

#### **1. Relevance Evaluation Criteria – approximately 40 percent of the total score.**

The regional panels will use the following evaluation criteria to evaluate the relevance of applications submitted in response to this RFA:

- (a) Documented need (based on statement in ‘Objectives for PMAP’ under Part I, B ‘Purpose and Priorities’);
- (b) Potential for proposed project to address the region’s priority needs; and
- (c) Potential for proposed project to contribute to the development of viable pest management practices.

Relevance Scoring Sheet for PMAP Proposals, FY 2008		Available Points								
<p>(a) Overall Relevance. Proposal addresses at least one PMAP objective plus critical relevance elements a-c in Part V, B. 1. of the RFA.</p> <table><tr><td>Partial scoring</td><td>Points</td></tr><tr><td>Fully meets all</td><td>30</td></tr><tr><td>Meets or partially meets some</td><td>16-29</td></tr><tr><td>Meets few or none</td><td>0-15</td></tr></table>		Partial scoring	Points	Fully meets all	30	Meets or partially meets some	16-29	Meets few or none	0-15	30
Partial scoring	Points									
Fully meets all	30									
Meets or partially meets some	16-29									
Meets few or none	0-15									
<p>(b) Regional Relevance. Proposal matches a documented stakeholder priority of the region (based on Part V,B.1. of the RFA). Multi-region projects must address a documented priority of each region.</p> <table><tr><td>Partial scoring</td><td>Points</td></tr><tr><td>Clear match with documented and cited stakeholder priority</td><td>35</td></tr><tr><td>Less than satisfactory match with documented and cited stakeholder priority or project seems to address a priority, but the priority is not well-documented.</td><td>10-34</td></tr><tr><td>Poor match to any stakeholder priority.</td><td>0-9</td></tr></table>		Partial scoring	Points	Clear match with documented and cited stakeholder priority	35	Less than satisfactory match with documented and cited stakeholder priority or project seems to address a priority, but the priority is not well-documented.	10-34	Poor match to any stakeholder priority.	0-9	35
Partial scoring	Points									
Clear match with documented and cited stakeholder priority	35									
Less than satisfactory match with documented and cited stakeholder priority or project seems to address a priority, but the priority is not well-documented.	10-34									
Poor match to any stakeholder priority.	0-9									
<p>(c) The proposed project will enhance IPM practices.</p>		35								
<p>Total Relevance Score</p>		100								

## 2. Technical Evaluation Criteria – approximately 60 percent of total score.

The National PMAP Panel will use the following evaluation criteria to evaluate the technical merit of applications submitted in response to this RFA:

- (a) Appropriate and clearly stated research and/or outreach objectives;
- (b) Methodology and analytical approach is appropriate to project objective(s);
- (c) Involvement of appropriate, relevant expertise;
- (d) Experience of key personnel;

- (e) Feasibility of attaining objectives during the project period;
- (f) Appropriateness of the budget; and
- (g) Adherence to the proposal guidelines.

### **C. Conflicts of Interest and Confidentiality**

During the peer evaluation process, extreme care will be taken to prevent any actual or perceived conflicts of interest that may impact review or evaluation. For the purpose of determining conflicts of interest, the academic and administrative autonomy of an institution shall be determined by reference to the current Higher Education Directory, published by Higher Education Publications, Inc., 6400 Arlington Boulevard, Suite 648, Falls Church, Virginia 22042. Phone: (703) 532-2300. Web site: <http://www.hepinc.com>.

Names of submitting institutions and individuals, as well as application content and peer evaluations, will be kept confidential, except to those involved in the review process, to the extent permitted by law. In addition, the identities of peer reviewers will remain confidential throughout the entire review process. Therefore, the names of the reviewers will not be released to applicants.

### **D. Organizational Management Information**

Specific management information relating to an applicant shall be submitted on a one time basis, with updates on an as needed basis, as part of the responsibility determination prior to the award of a grant identified under this RFA, if such information has not been provided previously under this or another CSREES program. CSREES will provide copies of forms recommended for use in fulfilling these requirements as part of the preaward process. Although an applicant may be eligible based on its status as one of these entities, there are factors which may exclude an applicant from receiving Federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination that an applicant is not responsible based on submitted organizational management information).

## **PART VI—AWARD ADMINISTRATION**

### **A. General**

Within the limit of funds available for such purpose, the awarding official of CSREES shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the awarding official of CSREES as the effective date of the grant shall be no later than September 30 of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by CSREES under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the regulations, the terms and conditions of the award, the applicable Federal cost principles, and the Department's assistance regulations (parts 3015 and 3019 of 7 CFR).

### **B. Award Notice**

The award document will provide pertinent instructions and information including, at a minimum, the following:

- (1) Legal name and address of performing organization or institution to whom the Administrator has issued an award under the terms of this request for applications;
- (2) Title of project;
- (3) Name(s) and institution(s) of PDs chosen to direct and control approved activities;
- (4) Identifying award number assigned by the Department;
- (5) Project period, specifying the amount of time the Department intends to support the project without requiring recompetition for funds;
- (6) Total amount of Departmental financial assistance approved by the Administrator during the project period;
- (7) Legal authority(ies) under which the award is issued;
- (8) Appropriate Catalog of Federal Domestic Assistance (CFDA) number;
- (9) Applicable award terms and conditions (see <http://www.csrees.usda.gov/business/awards/awardterms.html> to view CSREES award terms and conditions);

(10) Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and

(11) Other information or provisions deemed necessary by CSREES to carry out its respective awarding activities or to accomplish the purpose of a particular award.

### **C. Administrative and National Policy Requirements**

Several Federal statutes and regulations apply to grant applications considered for review and to project grants awarded under this program. These include, but are not limited to:

7 CFR Part 1, subpart A—USDA implementation of the Freedom of Information Act.

7 CFR Part 3—USDA implementation of OMB Circular No. A-129 regarding debt collection.

7 CFR Part 15, subpart A—USDA implementation of Title VI of the Civil Rights Act of 1964, as amended.

7 CFR Part 331 and 9 CFR Part 121—USDA implementation of the Agricultural Bioterrorism Protection Act of 2002.

7 CFR Part 3015—USDA Uniform Federal Assistance Regulations, implementing OMB directives (i.e., OMB Circular Nos. A-21 and A-122, now codified at 2 CFR Parts 220 and 230) and incorporating provisions of 31 U.S.C. 6301-6308 (formerly the Federal Grant and Cooperative Agreement Act of 1977, Pub. L. No. 95-224), as well as general policy requirements applicable to recipients of Departmental financial assistance.

7 CFR Part 3017—USDA implementation of Governmentwide Debarment and Suspension (Nonprocurement) and 7 CFR Part 3021—Governmentwide Requirements for Drug Free Workplace (Grants).

7 CFR Part 3018—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans.

7 CFR Part 3019—USDA implementation of OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements With Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations.

7 CFR Part 3052—USDA implementation of OMB Circular No. A-133, Audits of States, Local Governments, and Non profit Organizations.

7 CFR Part 3407—CSREES procedures to implement the National Environmental Policy Act of 1969, as amended.

29 U.S.C. 794 (section 504, Rehabilitation Act of 1973) and 7 CFR Part 15b (USDA implementation of statute) —prohibiting discrimination based upon physical or mental handicap in Federally assisted programs.

35 U.S.C. 200 et seq. —Bayh Dole Act, controlling allocation of rights to inventions made by employees of small business firms and domestic nonprofit organizations, including universities, in Federally assisted programs (implementing regulations are contained in 37 CFR Part 401).

#### **D. Expected Program Outputs and Reporting Requirements**

Grantees are required to submit initial project information and annual and summary reports to CSREES' Current Research Information System (CRIS). The CRIS database contains narrative project information, progress/impact statements, and final technical reports that are made available to the public. For applications recommended for funding, instructions on preparing and submission of project documentation will be provided to the applicant by the agency contact. Documentation must be submitted to CRIS before CSREES funds will be released. Project reports will be requested by the CRIS office when required. For more information about CRIS, visit <http://cris.csrees.usda.gov>. Requirements may be found in the CSREES General Terms and Conditions referenced in the award notification.

## **PART VII—AGENCY CONTACT**

Applicants and other interested parties are encouraged to contact Dr. Monte P. Johnson; National Program Leader; Plant and Animal Systems Unit; Cooperative State Research, Education, and Extension Service; U.S. Department of Agriculture; STOP 2220; 1400 Independence Avenue, SW; Washington, DC 20250-2220; telephone: (202) 401-1108; fax: (202) 401-4888; e-mail: [mpjohnson@csrees.usda.gov](mailto:mpjohnson@csrees.usda.gov).



## **PART VIII—OTHER INFORMATION**

### **A. Access to Review Information**

Copies of reviews, not including the identity of reviewers, and a summary of the panel comments will be sent to the applicant PD after the review process has been completed.

### **B. Use of Funds; Changes**

#### **1. Delegation of Fiscal Responsibility**

Unless the terms and conditions of the award state otherwise, the awardee may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

#### **2. Changes in Project Plans**

a. The permissible changes by the awardee, PD(s), or other key project personnel in the approved project shall be limited to changes in methodology, techniques, or other similar aspects of the project to expedite achievement of the project's approved goals. If the awardee or the PD(s) is uncertain as to whether a change complies with this provision, the question must be referred to the Authorized Departmental Officer (ADO) for a final determination. The ADO is the signatory of the award document, not the program contact.

b. Changes in approved goals or objectives shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes. In no event shall requests for such changes be approved which are outside the scope of the original approved project.

c. Changes in approved project leadership or the replacement or reassignment of other key project personnel shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes.

d. Transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not Federal funds are involved, shall be requested by the awardee and approved in writing by the ADO prior to effecting such transfers, unless prescribed otherwise in the terms and conditions of the award.

e. The project period may be extended by CSREES without additional financial support, for such additional period(s) as the ADO determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed three years. Any extension of time shall be conditioned upon prior request by the awardee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of award.

f. Changes in Approved Budget: Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the ADO prior to instituting such changes if the revision will involve transfers or expenditures of

amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.

### **C. Confidential Aspects of Applications and Awards**

When an application results in an award, it becomes a part of the record of CSREES transactions, available to the public upon specific request. Information that the Secretary determines to be of a confidential, privileged, or proprietary nature will be held in confidence to the extent permitted by law. Therefore, any information that the applicant wishes to have considered as confidential, privileged, or proprietary should be clearly marked within the application. The original copy of an application that does not result in an award will be retained by the Agency for a period of three years. Other copies will be destroyed. Such an application will be released only with the consent of the applicant or to the extent required by law. An application may be withdrawn at any time prior to the final action thereon.

### **D. Regulatory Information**

For the reasons set forth in the final Rule related Notice to 7 CFR part 3015, subpart V (48 FR 29114, June 24, 1983), this program is excluded from the scope of the Executive Order 12372 which requires intergovernmental consultation with State and local officials. Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35), the collection of information requirements contained in this Notice have been approved under OMB Document No. 0524-0039.

### **E. Definitions**

For the purpose of this program, the following definitions are applicable:

Administrator means the Administrator of the Cooperative State Research, Education, and Extension Service (CSREES) and any other officer or employee of the Department to whom the authority involved is delegated.

Authorized departmental officer means the Secretary or any employee of the Department who has the authority to issue or modify grant instruments on behalf of the Secretary.

Authorized representative means the president, director, or chief executive officer or other designated official of the applicant organization who has the authority to commit the resources of the organization.

Budget period means the interval of time (usually 12 months) into which the project period is divided for budgetary and reporting purposes.

Department or USDA means the United States Department of Agriculture.

Grant means the award by the Secretary of funds to an eligible organization or individual to assist in meeting the costs of conducting, for the benefit of the public, an identified project which

is intended and designed to accomplish the purpose of the program as identified in these guidelines.

Grantee means an organization designated in the grant award document as the responsible legal entity to which a grant is awarded.

Matching means that portion of allowable project costs not borne by the Federal Government, including the value of in-kind contributions.

Peer review means an evaluation of a proposed project for scientific or technical quality and relevance performed by experts with the scientific knowledge and technical skills to conduct the proposed work or to give expert advice on the merits of a proposal.

Prior approval means written approval evidencing prior consent by an authorized departmental officer as defined above.

Project means the particular activity within the scope of the program supported by a grant award.

Project director means the single individual designated in the grant application and approved by the Secretary who is responsible for the direction and management of the project.

Project period means the period, as stated in the award document, during which Federal sponsorship begins and ends.

Research activity means a scientific investigation or inquiry that results in the generation of knowledge.

Secretary means the Secretary of Agriculture and any other officer or employee of the Department to whom the authority involved is delegated.

## Electronic Application Checklist

Only electronic applications may be submitted to CSREES via Grants.gov unless indicated otherwise in the specific program Request for Applications (RFA). All applications submitted to CSREES must contain the applicable elements outlined in these guidelines. The following checklist has been prepared to assist in ensuring that the application is complete prior to submission:

- ◆ **Have you followed the guidelines for filling out your electronic application provided in the CSREES Grants.gov Application Guide, which is posted along with the electronic SF 424 R&R application package on Grants.gov?** Electronic applications should be prepared according to this guide and the specific program RFA. This guide is part of the corresponding electronic application package for the specific program to which you are applying.
- ◆ **Has your institution properly registered with Grants.gov to enable you to submit an application?** Those who wish to submit an application to CSREES should first contact their Authorized Representative (AR) to determine if the organization is prepared to submit applications through Grants.gov. See <http://www.grants.gov/GetStarted> for steps for preparing to submit applications through Grants.gov.
- ◆ **Have all attachments been submitted in the portable document format (PDF)?** CSREES will only accept PDF attachments. See Part III of the CSREES Grants.gov Application Guide.
- ◆ **Do all submitted PDF documents have one-inch margins and are typed or word processed using no type smaller than 12 point regardless of line spacing? Are all PDF documents numbered sequentially on each page of the attachment? Are all page limitations for a given attachment followed?** Submitted proposals that do not meet these requirements for PDF attachments will not be accepted.
- ◆ **Did you use the “Check Package for Errors” feature (see section 1.8 of the CSREES Grants.gov Application Guide)?**
- ◆ **Have all required components of the SF 424 Research and Related (R&R) Application Package posted under the funding opportunity on Grants.gov been completed?**

◆ **SF 424 R&R Cover Sheet**

- ☐ Have all required fields (highlighted in yellow) been completed?

◆ **R&R Other Project Information**

- ☐ Have the fields describing project potential or actual environmental impact been properly completed?

Project Summary/Abstract

- ☐ Has the Project Summary PDF been attached to this form in Field 6?
- ☐ Are the names and affiliated organizations of all Project Directors listed at the top of the page in addition to the title of the project?
- ☐ Does this section adhere to the format and page limitations?
- ☐ Did you use the suggested Project Summary/Abstract Template found at:  
[www.csrees.usda.gov/home/faq\\_apply.html#abstract?](http://www.csrees.usda.gov/home/faq_apply.html#abstract?)

Project Narrative

- ☐ Has the Project Narrative PDF been attached to this form in Field 7?
- ☐ Is the project fully described?

Bibliography & References Cited

- ☐ Has the Bibliography & References Cited PDF been attached to this form in Field 8?
- ☐ Are all references cited and are all citations referenced?
- ☐ Do all citations contain a title, the names of all authors, and are they in accepted journal format?

Facilities & Other Resources

- ☐ Has the Facilities & Other Resources PDF been attached to this form in Field 9?
- ☐ Has a description of your facilities, sufficient to indicate that you will be able to carry out this project, been given?

Equipment

- ☐ Has the Equipment PDF been attached to this form in Field 10?
- ☐ Is the description of your equipment sufficient to indicate that you will be able to carry out this project?

Response to Previous Review (for resubmitted applications only)

- ☐ Has the Response to Previous Review PDF been included as indicated in the RFA?

- ☐ Has the application been clearly and meaningfully revised and are the revisions briefly described?
- ☐ Are comments from the previous review addressed?

### ◆ **R&R Senior/Key Person Profile**

#### Biographical Sketch

- ☐ Has the biographical sketch (vitae) PDF for the PD and each co-PD, senior associate, and other professional personnel been attached?

#### Current and Pending Support

- ☐ Has the current and pending support PDF for key personnel been attached?
- ☐ Have all current and pending projects been listed and summarized, **including this proposal**?
- ☐ Did you use the suggested Current and Pending Support Template found at: [www.csrees.usda.gov/home/faq\\_apply.html#current](http://www.csrees.usda.gov/home/faq_apply.html#current)?

### ◆ **R&R Personal Data (Optional)**

- ☐ As noted in Part V, 5., the submission of this information is voluntary and is not a precondition of award. **PLEASE DO NOT PROVIDE THE SOCIAL SECURITY NUMBER OF PROJECT DIRECTOR / PRINCIPAL INVESTIGATOR.**

### ◆ **R&R Budget**

- ☐ Have all fields been completed for each PD and co-PD(s)?
- ☐ Are annual and summary budgets included? For multi-institution applications, has a subaward budget been included for each institution involved?

#### Budget Justification

- ☐ Has the Budget Justification PDF been attached to this form in Field K?
- ☐ Are budget items individually justified?
- ☐ For multi-institutional applications, has a subaward budget justification been included for each institution involved?

**❖ CSREES Supplemental Information Form**

- ☐ Has Field 1 been pre-populated?
- ☐ Does Field 2 indicate the Program Code Name and Program Code to which you are applying?

**Conflict of Interest List**

- ☐ Has the Conflict of Interest List PDF been attached to this form in Field 8?
- ☐ Has a Conflict of Interest List been provided for all individuals who have submitted a Biographical Sketch?
- ☐ Does the Conflict of Interest list include the four categories as appropriate?
- ☐ Did you use the suggested Conflict of Interest Template found at:  
[www.csrees.usda.gov/home/faq\\_apply.html#coi?](http://www.csrees.usda.gov/home/faq_apply.html#coi?)